



California Fire & Rescue Training Authority. Sacramento

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www.fireandrescuetraining.ca.gov

Governing Council

Fire Chief Brian Marshall
Deputy Chief Niko King
Fire Chief Todd Harms

California Governor's Office of Emergency Services
Sacramento Fire Department
Sacramento Metropolitan Fire District

*Asst. Chief Joe Gear
Executive Director*

CALIFORNIA FIRE AND RESCUE TRAINING AUTHORITY AT SACRAMENTO GOVERNING COUNCIL

**January 21, 2021 at 4:00 PM
Zoom Conference**

CALL TO ORDER

Council Chair, Fire Chief Brian Marshall called the meeting to order at 4:03 PM

PLEDGE TO THE FLAG

ROLL CALL

Roll call was taken, all present: Fire Chief Brian Marshall, Deputy Chief Niko King, Fire Chief Todd Harms, Legal Counsel Meg Wilson. Staff: Executive Director Assistant Chief Joe Gear, Council Clerk Lana Nielsen and an audience of 2.

PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS

No public comments

COUNCIL MEMBER ANNOUNCEMENTS

Fire Chief Todd Harms was welcomed to the board and announced that Deputy Chief Adam Mitchell would be the new alternate for Sacramento Metropolitan Fire District.

CONSENT AGENDA

1. Approval of Action Summaries:
September 28, 2020
2. Fiscal Document/County of Sacramento District Signature List

Council Action: Chief Harms recused himself from the vote as he was not a board member at the time of the September 2020 meeting. Marshall/King: Move to approve consent agenda

(AYES: King, Marshall)
Motion Passed

EXECUTIVE DIRECTOR REPORT (Gear)

Multiple repairs and necessary upgrades have been completed at the Gold Canal building, including updating the building alarm system, repairs to electronic door locks, HVAC system and parking lot lights. Bids for landscaping services for the Gold Canal location have been requested and will be reviewed for selection of a vendor.

There have been multiple burglary attempts at Zinfandel and one at the Gold Canal building, Sacramento Sheriff's Office has been notified and they will be increasing patrols in these areas.

Council Action: Direction was given by Chief Marshall to provide a spreadsheet for building repair costs, and to obtain bids for weed control and tree trimming. Review security options for Zinfandel: mobile alarm, puck locks, or motion detector lights.

Harms/King: Move to accept and file Executive Director Report

(AYES: Harms, King, Marshall)

Motion Passed

JPA OFFICE/CLASSROOM NEEDS (Gear)

The Authority is in need of a stable location in order to grow and reach its goals of being a leader in Fire and Rescue training in California. A classroom and office facility, within 1 mile of the Zinfandel Training Site, with adequate amenities and parking is needed. In its history, the CFRTA has moved multiple times which presents a poor image of the Authority, and low morale for its personnel.

It is recommended that the CFRTA Governing Council authorize staff to move forward in looking at relocation lease options, Zinfandel build out options, and returning to the Super JPA options.

Council Action: Direction was given by Chief Marshall to price out 2 to 3 options for the relocation of the CFRTA, with pros and cons for each option.

Harms/King: Move to accept and file JPA office Report

(AYES: Harms, King, Marshall)

Motion Passed

FINANCE REPORT (Gear)

1. FY 2020-21 Mid-Year Budget Summary (Attached)

Council Action: Harms/King: Move to accept and file Budget Summary

(AYES: Harms, King, Marshall)

Motion Passed

TRAINING REPORT (Gear)

Close of quarter 2, the current performance measures are:

Number of Courses Scheduled:

- 75 Courses scheduled for FY 20/21
- 41 Courses completed by the end of Q2 FY20/21
- 77% of projected courses scheduled for the year, 42% completed at this time

Number of Students trained to date:

- 730 Students
- 46% of projection

Gross Revenue

- Estimated at \$249,633.10
- 41% of projection

Expenses

- Estimated at \$194,564.74
- 34 % of projection

Net Revenue

- Estimated at \$53,068.36
- 141 % of projection

Council Action: Harms/King: Move to accept and file Training Report

(AYES: Harms, King, Marshall)
Motion Passed

MOBEX Reserve Funds: (Gear)

While the State/National US&R Task Forces greatly appreciate the financial support that the state provides, throughout the years, the cost of these exercises has greatly increased while financial support has remained the same. In turn, this has created a heavier burden on each Task Force's training budget. This past year, COVID has presented a new set of challenges. With COVID remaining a fluid situation, Task Forces have adapted and continued to work on solutions to be able to remain administratively and operationally prepared.

CFRTA has heard the need of the importance for these exercises from the State/ National Task Forces and would like to continue to support them in their effort to keep up with their required standards and maintain readiness. We are asking for Board approval to utilize an additional \$50,000, per exercise, from the MOBEX Reserve Account. The majority of the MOBEX exercises will be scheduled after July 1, 2021, if movement of funds from the MOBEX reserve account is approved, funding would be adjusted during the Fiscal Year 21/22 budget process.

Council Action: Harms/King: Motion to receive and allocate \$50,000 per team, totaling \$400,000

(AYES: Harms, King, Marshall)
Motion Passed

RECESS TO CLOSED SESSION**CLOSED SESSION GOVERNMENT CODES:**

CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION

(Paragraph (1) of subdivision (d) of [Section 54956.9](#))

Name of case: Timothy Johnson v. California Fire & Rescue Training Authority, et al.

CLOSED SESSION REPORT

No reportable action

GOVERNING COUNCIL QUESTIONS AND COMMENTS

Chief King and Chief Harms welcomed Barbara Livanos to the CFRTA. Chief Marshall thanked all the staff for all they do.

ADJOURNMENT

Council Chair Brian Marshall adjourned the meeting at 5:53 PM

NEXT MEETING(S) - Location: California Fire & Rescue Training Authority
3121 Gold Canal Drive, Rancho Cordova, CA 95670

Thursday, April 15, 2021 – 4:00 PM**Thursday, June 17, 2021 – 4:00 PM****Thursday, September 16, 2021 – 4:00 PM****Posted on January 21, 2021 by:**

Lana Nielsen, Council Clerk

FY 2020/21 Mid Year Budget Status 12/31/20

ACCOUNT TITLE		Revenue 2020/21 Budgeted	Revenue 2020/21 Actual	Pct Received
Acct.	Annual Revenue:			
9410	Interest	15,000	359	2%
9531	Member Agency Contributions	800,000	800,000	100%
9569	State Aid Other Misc Programs (Grant Funding)	0	0	0%
9699	Other Training (Tuition Based)	560,939	201,130	36%
9790	Other/Misc. Revenues	585,460	151,039	26%
		1,961,399	1,152,528	59%
	Fund Balance	564,204	564,204	
	From Reserves	50,000	50,000	
		2,575,603	1,766,732	69%
ACCOUNT TITLE		EXPENSES 2020/21 Budgeted	EXPENDED 2020/21 Actual	Pct Expended
	Annual Expenditures:			
1110	SALARIES & WAGES	1,039,454	432,553	42%
1220	FICA/MEDICARE	79,365	31,690	40%
1230	GROUP HEALTH INSURANCE	20,655	16,759	81%
1240	WORKERS COMPENSATION	42,079	17,331	41%
1250	UNEMPLOYMENT	8,000	7,463	93%
		1,189,553	505,796	43%
2005	ADV/LEGAL NOTICES	500	287	57%
2029	BUSINESS/CONF. EXP.	124,430	4,626	4%
2035	EDUCATION TRAINING SERVICES	686,654	107,883	16%
2036	EDUCATION TRAINING SUPPLIES	266,663	91,599	34%
2051	LIABILITY INSURANCE	26,000	9,488	36%
2076	OFFICE SUPPLIES	10,000	2,682	27%
2081	POSTAGE SERVICE	600	337	56%
2111	BUILDING MAINTENANCE	12,000	6,214	52%
2171	RENT LEASE OF REAL OR OTHER	48,000	46,314	96%
2191	ELECTRICITY (SMUD)	12,000	4,138	34%
2192	NATURAL GAS (PGE)	5,800	44	1%
2193	REFUSE COLLECTION	2,775	1,195	43%
2195	SEWAGE DISP SERVICES	1,200	204	17%
2197	TECHNOLOGY	60,000	24,939	42%
2198	WATER SERVICES	9,600	1,504	16%
2205	AUTOMOTIVE MAINT. SERVICE	5,000	2,454	49%
2275	RENTS/LEASES EQUIP.	19,000	11,643	61%
2342	KITCHEN SUPPLIES	9,000	2,067	23%
2505	ACCOUNTING/FINANCIAL	26,959	2,192	8%
2531	LEGAL SERVICES	50,000	0	0%
2571	SECURITY SERVICES	9,869	3,450	35%
2591	OTHER PROF. SERV.	0	6,924	0%
		1,386,050	330,184	24%
TOTAL REVENUE EARNED VS EXPENSES		1,766,732	835,980	47%

FY 2020/21 Mid Year Budget Status 12/31/20

RESERVE ACCOUNT	733,626
**Break down of Reserves Fund total	
US&R Reserves	95,769
Mobex Reserves	434,951
CFRTA Reserves	202,906